

*ADM-4.3*

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GSD-154-64  
25 November 1964

**MEMORANDUM FOR:** Security Officer, DD/S&T  
**SUBJECT :** Physical Security in Room GE-78

1. The existing physical security facilities within room GE-78 do not adequately allow for duty-hour control of entry into the laboratory section of QRB/OEL/DD/S&T. It is proposed that certain changes be made in the door arrangement of the laboratory entrance to keep out unauthorized visitors. This change will a) provide a means of preventing unwarranted interruptions in the technical operation of the branch, b) prevent persons not acquainted with the hazards of equipment and materials from their unauthorized use, and c) aid in the management of the laboratory. All persons other than QRB personnel will be admitted by recognition of the operating element chief.

2. The proposed changes outlined below are illustrated in the attached building plan of the GE-78 area.

**a) Door replacement:**

- 1) Replace existing single panel door, D1, with a Dutch-type 2 section door. The two sections of the door will have provision to be securely locked together. During duty hours the lower section only will be used as an entry door.

**b) Lock modifications:**

- 1) The key lock now on door, D1, will be installed on the lower section of the new Dutch-type door. In addition an electrical system will be installed to control the release of the lock from two desks, A & B, shown on the plan. The method of control from desk A will be so arranged to provide operational control as follows:

- a) Desk A only
- b) Desk A & B

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- 2) The ON-OFF switch for deactivating the electrical system during non-duty hours will be placed inside the area enclosed by door, D1.

c) Additional door lock:

- 1) The existing non-locking door knob in door, D2, will be replaced by a key locking door knob. This key lock will be operated by the same key now used in the lock of door, D1 (Key No. 45357).

3. It is requested that the proposed changes be completed by 11 December 1964.

SIGNED

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AC/QRB/GSD/OEL

QRB/GSD/OEL/pcg/4575

Distribution:

- 1 - EO/DD/S&T
- 1 - LO/DD/S&T
- 1 - AD/DD/S&T